

STATEWIDE RFA TECHNICAL ASSISTANCE CALLS
MEETING MINUTES
March 7, 2018
Time: 1:30 pm – 2:30 pm
Location: Conference Call
Call-In: 877-873-8017 Code: 5396369

County TA Questions	CDSS Response	Action Item
1) Are TB test and physical exam still required for adoption finalization?	The ACL on adoption requirement for a Resource Family (not yet posted) contains the following requirement: An RFA 07: Resource Family Approval Health Questionnaire or comparable self-assessment of health including a screen for TB.	None.
2) Please clarify section 11-01(c)(6) requiring written approval from the foster youth representative regarding bedroom sharing. Is this for any bedroom arrangement?	It was not the intent of CDSS to have counties receive approval for every bedroom sharing arrangement. This will be clarified in the next version of the Written Directives. CDSS recommends counties make a quick note about the bedroom sharing arrangement in the file.	None.
3) If someone is on informal probation, can they receive an exemption?	The Written Directives do not prohibit counties from granting an exemption for an individual who is on informal probation. The fact that a person is on probation and/or the type of probation are not determining factors in whether or not an exemption can be granted. The county must evaluate the exemption request for evidence of present good character and rehabilitation.	None.
4) What are the procedures for transferring a home to a private agency?	The procedures are in the BAG. Please see section 122.	None.
5) Why doesn't Article 13 say anything about TB test? Article 13 does not explain what needs to be done for adoption.	Currently, Article 13 does not contain all the adoption regulations, as the adoption regulations have not been changed. However, Article 13 is being reviewed to determine what additional information needs to be included to clarify the requirements and procedures when a family is transitioning to adoption. An ACL on the adoption requirements for an RFA family will be forthcoming.	
6) Are clearances conducted on neighbors or friends providing childcare?	Only individuals who reside or are regularly present in the home are required to have a criminal record clearance. Clearances would be required if the neighbor or friend is an alternative caregiver or a respite caregiver. Please see WD's Section 11-13.	None.

7) Are clearances needed for alternative caregiver?	Yes, alternative caregivers need to have criminal record clearances. If it is a last minute caregiver who is needed for more than 72 hours, the recommendation is for counties to use the emergency respite care provision for now.	None.
8) We have a relative who is approved prior to RFA and is currently receiving kin-gap funding. The relative wants to adopt the child now. What are other counties doing with this situation so that the relative does not lose financial assistance?	<p>The Relative Approval is no longer valid once that placement ended with transition into Kin-GAP, so the family will need to be approved as a Resource Family. Once dependency is reinstated and Kin-GAP terminated, the family will not receive funding until RFA approval (except CalWORKS). The county should start working with the family on the RFA process prior to terminating Kin-GAP. Many counties make the mistake of reinstating dependency and terminating Kin-GAP without considering that the family will be without funding until they are approved, realizing the approval process can take months while the family receives no funding.</p> <p>Before counties end the kin-gap funding, start the RFA process with the relatives before re-opening a dependency case. A lot of counties reinstate dependency which causes the relatives to lose funding.</p>	None.
9) How do we verify rap back is still in place?	DOJ does not send verification. If the county did not send the No Longer Interested (NLI) form to DOJ, and the individual/family was scanned under the correct applicant type #, the subsequent arrest notification should still be active.	None.
10) If the adoption home study is closed, do we have to update the closed home study or write a written report?	If an adoption home study has been closed and the caregiver is no longer licensed, certified or approved as a relative or NREFM, they would need to start the RFA process from the beginning. If the caregiver is still providing care, they are eligible to convert if they meet the criteria outlined in ACL 17-16.	None

Updates:

- Reminder to use CWS/CMS instruction on how to enter placement before the home is approved and communicate with the child's worker or placement worker on how they are inputting the placement. The Department is working on new CWS/CMS placement entry instructions.
- County should be entering apps when they receive the 01A, do not wait until receiving the 01B. Due process begins when the 01A is entered.
- The Department is currently working on family evaluation training. More info to come.

Next Meeting: April 4, 2018, 1:30 pm – 2:30 pm